

VITAL MATERIALS REPORT FOR WEEK ENDING - 25 JUNE 1954

1. <u>TYPES OF MATERIAL</u>	<u>DEPOSITS</u>	<u>WITHDRAWALS</u>	<u>BALANCE</u>
A. (Measured in cubic feet)			
Documents	.8	.4	167.3
Maps	0	0	37.4
Negatives	0	0	125.2
Cards (other than IBM)	0	0	4.2
Total	.8	.4	334.1
B. (Determined by actual count)			
Cards (IBM)	52,759	97,406	3,805,438
Film (Reels) 35mm	1	18	5,119
Film (Reels) 16mm	0	0	1,611

2. MATERIAL NOT ACCESSIBLE TO REPOSITORY PERSONNEL

<u>OFFICE</u>	<u>CABINETS</u>
OCD	1
ORR	1
FI	31
COM	1
OCI	1
OSI	2
Total	37

3. ACTIVITY OF OFFICE PROGRAMS

A. Total Offices	21
1. Number of Offices Depositing	20
2. Number of Offices Not Depositing	1
Audit Office Letter of Exception 5 Feb. 1952	
B. Number of Offices With Established Schedule	10
C. Number of Offices in Which Schedules are to be Established	10
D. Offices Depositing This Week	10
E. Offices Delinquent in Depositing	1
(No deposit in last 30 days)	
DD/I - No Deposit since Establishment of Schedule on 11 May 1954.	